

AIR FORCE SELF-HELP PEST MANAGEMENT PROGRAM FOR MILITARY HOUSING (MH) OCCUPANTS AND BUILDING MANAGERS

1. What Directives Require a Self-Help Program? Air Force Instruction 32-1053, *Pest Management Program*, and Department of Defense Directive 4150.7, *DoD Pest Management Program*, set the requirement for the Air Force to establish a program for occupants of MH. Guidance in this publication expands the program to include other installation facilities that are under control of a building manager. Occupants of privatized units may not participate in government self-help programs.
2. What Types of Facilities Will Use Self-Help Pest Control?
 - a. All occupants of single-military housing units, detached multiple units (i.e., units connected by open carports), duplex units, and other multiple complex units must use self-help pest control when programs are established on Air Force bases.
 - b. Self-help pest control may also be used in government-leased, permanent party MH if approved by the installation housing office and the base civil engineer (BCE). Self-help pest control should be used to the greatest extent possible in unaccompanied enlisted quarters and unaccompanied officer quarters (UEQs and UOQs).
 - c. Other facilities, including those at very small and/or remote sites, under the care of a building manager may participate in the self-help pest management program if the BCE decides this action is in the best interest of the Air Force.
3. What Pests will MH Occupants and Building Managers Control?
 - a. Occupants of MH and building managers eligible for self-help will control the following pests when they occur in their quarters or facilities: cockroaches, ants (except for carpenter ants), centipedes, crickets, earwigs, firebrats, flies, silverfish, sow bugs (pill bugs), mice, and miscellaneous flying and crawling insects that do not destroy Air Force property. All of these pests can be prevented or controlled through integrated pest management (IPM) measures such as good housekeeping, proper food storage, pest exclusion, and minimal use of commercially available general use pesticides or self-help insecticides or supplies. Occupants of MH and building managers may also voluntarily control minor infestations of fire ants and wasps (a few ant mounds or small umbrella wasp nests) outdoors around their quarters.
 - b. Occupants and building managers will also control insects and other pests that attack their indoor plants, outdoor gardens and flower beds, and other ornamental plants that were not planted by the base civil engineer or other base organizations. Pesticides available in the self-help program will not control these insects; occupants and building managers will have to purchase appropriate pesticides or biological control organisms to do so.
4. What Guidelines Should Be Followed for Vegetation Management around MH and other Facilities?

a. The following items are recommended safeguards for those installations choosing to issue herbicides in their self-help pest management programs:

(1) The self-help store should distribute literature on least toxic weed control to each customer that requests herbicides. Local county extension agents usually have excellent information available on lawn care. A publication from the EPA titled "Healthy Lawn Healthy Environment" may be given to customers. This publication is available at:

http://www.pueblo.gsa.gov/cic_text/housing/lawn/lawn.pdf

Providing information to self-help customers on correct mowing heights and proper watering procedures and furnishing them with balanced fertilizers that contain slow release nitrogen material will aid in reducing the need for herbicide use. Issue of weed and feed fertilizers is not authorized since the herbicide in these materials contributes to nonpoint source pollution and is associated with the slow decline and death of shrubs and trees.

(2) For weed control, the self-help store can only issue 24 ounces of the herbicide formulations listed in paragraph 6. One formulation is approved for broadleaf control and another is approved for nonselective weed control. Only these ready-to-use formulations in hand-pump applicator bottles may be issued. Stores will purchase these premixed formulations and will not mix their own herbicide materials. Dorm managers can also be issued herbicide materials for use around UEQs and UOQs.

b. If the volume of herbicide material available in the self-help program is not adequate to control weeds and other vegetation, the BCE should contract out these requirements or perform work with in-service resources.

5. Base Civil Engineer Pest Control Assistance:

a. Facilities with pest infestations that do not respond to properly applied self-help measures after 30 days and units with structural deficiencies that make self-help control methods difficult may be treated by installation or contract pest management personnel. Pest management personnel must survey such units to determine reasons for self-help pest control failure before treatment.

b. Civil engineer pest management personnel will control pests which are significant health hazards, such as rats, bees (including possible Africanized honey bees), yellow jackets and other ground-nesting wasps, and large aerial nests of wasps and relatively hard-to-reach nests that pose a threat to occupants and are best not left alone, major fire ant infestations (ten or more mounds per yard), fleas (except on animals), and ticks (except on animals). Occupants should control fleas and ticks on animals at the same time that MH facility treatments are made. (Note: Pest management personnel will control even minor venomous arthropod infestations if MH occupants elect not to use appropriate commercially available general-use insecticides or appropriate self-help materials to voluntarily control small infestations. Cockroaches are not considered a significant health hazard except under exceptionally filthy conditions.) Civil engineering pest management personnel will control pests that destroy Air Force property, such as termites, carpenter ants, and woodboring beetles. Pest management personnel will also control significant infestations of insects that attack landscape material planted by the installation.

6. What Pesticides and Pest Control Items Will be Available to Adult MH Occupants and Building Managers Under the Self-Help Program?

a. The following items are approved for use in the Air Force self-help pest control program, and some or all of the items will be available on all Air Force installations with MH and other facilities that meet the criteria listed in paragraphs 2a and 2b.

(1) 6840-01-224-1269 Insecticide, Fipronil, cockroach, large size (Combat Quick Kill) 8 bait stations/box/12 boxes, D 109.91 PG.

(2) 6840-01-180-0167 Insecticide, Fipronil, cockroach, regular size (Combat Quick Kill) 12 bait stations/box/12 boxes, D 98.79 PG.

(3) 6840-01-298-1122 Insecticide, Fipronil (MaxForce Ant Bait) 96 stations, D 66.58 PG.

(4) 6840-01-426-5472 Insecticide, N-ethyl perfluorooctane sulfonamide (Advance Dual Choice) 36 stations, D 26.69 PG.

(5) 6840-01-287-3913 Insecticide, Hydramethylnon (Amdro Fire Ant Bait) (24) 6-oz bot, L ----- BX.

(6) 6840-01-377-7113 Herbicide, Isopropylamine salt of glyphosate, water-soluble liquid (Roundup Ready-to-Use) 24-ounce pump spray bottle, D 5.62 BT.

(7) 6840-01-377-7110 Herbicide, (2,4-D, MCPP, and Dicamba), water-soluble liquid (Weed-B-Gone MAX) 24-ounce pump spray bottle, D 7.61 BT.

(8) 6840-00-459-2443 Insecticide, Pyrethrins, or d-phenothrin aerosol (Wasp Freeze & Wasp Stopper II Plus) (12) 12-ounce cans, D 71.56 BX.

(9) 6840-01-067-2137 Insecticide, D-trans Allethrin and Resmethrin, aerosol (Kill Zone House & Garden Insect Killer Formula 4) 14-ounce can, D 3.23 CN.

(10) 3740-00-252-3384 MouseTrap, Spring, Model CANTMISS or GGG-M-550, WD base, with 4-way release, 4-inch by 2-inch by .5 inch, 98878 G 5.80 DZ.

(11) 3740-01-096-1632 Trap, Insect, Sticky Trap, Roach, box of 300 traps, 5-inch by 3.5 inch by 2-inch, 11865 D 64.42 BX.

(12) 3740-01-240-6170 Trap, Rodent, Glue, Woodstream Model M-319 (Holdfast), 9-inch by 9-inch by 4-inch, weight 1 pound, 24 traps per box, 84155 D 18.46 BX.

(13) 3740-00-252-3383 Swatter, Fly, Model Plasti-Swat 51, 18-inch long by 4-inch wide by 0.5-inch, weight 5 ounces, 12 per package, 54749 G 3.24 PG.

b. The pesticides above are among the safest on the market and should always be used only

according to label directions.

7. Program Responsibilities:

a. The Air Force Civil Engineer Support Agency (HQ AFCESA/CESM) Pest Management Program Coordinator will do the following:

- (1) Maintain oversight of the self-help pest control program and provide guidance to MAJCOMs.
- (2) Approve, with HQ AFMOA/SGZP coordination, additional pest management materials for inclusion in the self-help program. All materials proposed must meet the following criteria and HQ AFCESA may add additional criteria in the future:
 - (a) Safety of pesticides
 - (b) Economical
 - (c) No safety equipment required
 - (d) Disposable
 - (e) Easy to train personnel to use

b. The MAJCOM Pest Management Consultant (PMC) will do the following:

- (1) Provide installations with technical assistance in establishing and maintaining self-help programs.
- (2) Pay particular attention to installation self-help programs during on-site pest management program reviews. Visiting PMCs will inspect record keeping and treatment failures documented by the installations visited.

c. The Installation Civil Engineer will do the following:

- (1) Ensure the self-help pest management program and authorized self-help pest control materials are addressed in the narrative installation pest management plan. Comply with all state, local, territorial, or host nation restrictions on materials listed at paragraph 6. In overseas areas, ensure host-country laws permit control of the pests targeted for self-help pest control.
- (2) Stock, store, and dispense self-help pest control materials to bonafide MH residents and facility managers after establishing these individuals are eligible to receive such materials. Approved pest control materials may be included with other self-help center supplies.
- (3) Only issue self-help pesticides when accompanied by written instructions (use pesticide label information as guidance in instruction preparation) on safe and effective use of each product and proper disposal of empty pesticide containers; customers will sign an acknowledgement of receiving and understanding the instructions. (Attachment 1 is a sample acknowledgement. Base civil engineer personnel should coordinate with installation Judge Advocate General (JAG) on specific local acknowledgement of understanding format.) Use of self-help videos, hands-on instruction by pest management personnel or other properly trained

personnel, and other efforts to educate self-help customers on IPM tactics and proper use of issued pest control items is encouraged.

(4) Keep records of self-help pesticides dispensed using the Integrated Pest Management Information System (IPMIS). If this system is not available, use the Work Information Management System (WIMS) pesticide management software or DD Form 1532-1, Pest Management Maintenance Record. Forward recorded information to the Installation Pest Manager monthly.

(5) Issue only enough self-help material to one individual to treat one MH unit, and use reasonable discretion to make sure self-help material is not used fraudulently.

(6) Ensure government-leased permanent-party MH contracts include a section addressing self-help pest management to ensure the lessor and, in overseas areas, the host-nation laws allow use of pesticides in leased structures and describe usage procedures.

(7) Issue no pest control materials other than those specified in paragraph 6 without approval of MAJCOM and HQ AFCEA.

d. The Installation Pest Management Function will do the following:

(1) Assist the self-help store manager in developing detailed instructions for application/use of IPM and self-help pesticides in MH and other facilities. Periodic follow-on discussions concerning IPM measures and proper self-help pest control techniques by pest management personnel at dormitory meetings and MH block gatherings are encouraged.

(2) Ensure only authorized materials are stocked, stored, and dispensed for self-help pest control.

(3) Ensure self-help center is linked with IPMIS software. If IPMIS is not available, make sure WIMS software is used or adequate DD Forms 1532-1 are available.

(4) Make sure pesticides used in the self-help program are reported monthly to MAJCOM.

(5) Provide labels and material safety data sheets on all pesticides used in the self-help program to installation medical service personnel, in compliance with occupational health and poison control requirements.

(6) Determine if pest problems that do not respond to self-help treatment are due to unsanitary conditions, improper use of self-help pesticides, or to conditions beyond the control of the occupant.

(a) Pest management will not treat unsanitary or grossly dirty quarters until they have been thoroughly cleaned.

(b) Pest management must not treat quarters if control failure is due to improper

use of self-help material. They may demonstrate proper use of self-help materials.

(c) With the assistance of base public health and housing personnel, take appropriate action if pest management determines self-help treatment failure is due to MH occupants not maintaining sanitary conditions in their quarters.

(d) Pest management will properly report structural deficiencies where self-help treatment failure is due to structural problems or other conditions beyond the control of the occupant and may treat premises once prior to structural repairs.

(7) Monitor the efficiency of the self-help pest control program and provide feedback to MAJCOM.

(8) Have access to e-mail and the Air Force Pest Management Program WWW site, which is available at http://www.afcesa.af.mil/ces/cesm/pest/cesm_pestmgt.asp.

(1) With pest management function assistance, prepare detailed instructions for the use of self-help pest management materials in MH and in other facilities. These instructions should be as specific as possible and based upon the construction of MH and other facilities on the installation. Simple diagrams of where to apply pesticides in each MH type and a discussion of precautions regarding treatments (children, pets, allergic individuals) must be provided to all self-help program MH participants.

(2) Ensure installation personnel are aware of IPM practices and the self-help program through newcomer briefings, conferences with MH occupants, the base newspaper, and other appropriate means. (Note: AFCESA has a brochure available on IPM at the web site listed above.)

f. MH Occupants and Building Managers will do the following:

(1) Carefully read and comply with all written and oral instructions provided on self-help pest control and label directions on containers of issued pesticides. Any pesticide application not in accordance with the label is a violation of the Federal Insecticide, Fungicide, and Rodenticide Act.

(2) Sign the Acknowledgement of Understanding on self-help pest control before leaving with self-help pest control materials.

(3) Bring difficulties in correcting poor sanitation conditions in adjacent units to the attention of the Installation Housing Office or the dormitory manager.

8. Acknowledgement: This guidance has been coordinated with HQ AFMOA/SGZP.

Attachment:

Acknowledgement of Understanding
(Example)

ACKNOWLEDGEMENT OF UNDERSTANDING (Example)

1. I have read and understand the instructions for performing self-help pest control and the pesticide label(s). I will follow the label instructions and all other instructions given me. If I do not understand the instructions, I will have a qualified person explain them to me before continuing. I understand that any pesticide application not in accordance with the label is a violation of the Federal Insecticide, Fungicide, and Rodenticide Act.
2. I will make sure pets, infants, and individuals who may be sensitive or allergic to pesticides will not be present during any application nor will they be allowed back into the treated area before thorough post-treatment ventilation.
3. I will perform the control procedures myself, at my quarters/facilities area only.
4. I have received the following self-help pest control items. I will not return any of these items nor will I use any of these products in a manner inconsistent with the label.
 - a. Set of instructions and pesticide labels.
 - b. Combat cockroach bait stations, large size.
 - c. Combat cockroach bait stations, regular size.
 - d. MaxForce ant bait stations.
 - e. Advance Dual Choice ant bait stations.
 - f. Amdro fire ant bait, 6 oz bottle.
 - g. Nonselective herbicide/glyphosate/24 oz bottle
 - h. Selective broadleaf herbicide/2,4-D/24 oz bottle.
 - i. Wasp Freeze/Wasp Stopper aerosol.
 - j. Allethrin/Resmethrin aerosol w/applicator tip.
 - k. Mouse traps, spring type.
 - l. Sticky cockroach traps.
 - m. Rodent glue traps.
 - n. Fly swatter.

(Self-help center personnel will cross out all items not issued.)

NAME (Print)_____

SIGNATURE_____

ADDRESS OR BUILDING NUMBER_____

DATE_____